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IN REPLY PLEASE REFER TO

April 1, 1983

CIA Entrance at Routes 123 and 193
Fairfax County

Memorandum

To

Mr. H. M. Shaver, Jr.

On March 29, Messrs. Don Keith, Roy Conley and I met with Messrs. Dan King and [] of the CIA and Jerry Shiplett of the GSA to discuss the development of plans for roadway improvements at the CIA entrance on Route 123. I advised them that due to the Department not having any available manpower, it would be necessary for us to hire a consultant to do the road and bridge plans. I explained the Department's procedure for securing and negotiating with a consultant and briefly reviewed our standard consultant agreement for design services.

The CIA advised that they have a 2.5 million dollar budget item in their proposed 1984 budget for off-site road improvements. Congressional hearings are to start on the Federal Budget within two weeks and the earliest that this money will be available is October 1, 1983, provided there is no delay in Congress in passing the Federal Budget.

They advised that they did have some start-up money they could make available to us now so we could begin work on the project. Mr. King advised Mr. Keith that CIA would write a letter of commitment to him on the funding for the engineering, right of way and construction for the proposed improvements. Once this is received by Mr. Keith, he will have an accounts receivable number assigned to the project and we will at that time begin the process of selecting a consultant, securing traffic data, etc.

The 2.5 million budget item appears to be low, however, the design solution is unknown at this time. After a design is selected, we will provide CIA an estimate so they can determine what budget changes need to be made.

[] advised that they expect to receive a construction schedule from their architect in the middle of April on their on-site improvements. When this information is received they will advise us further about when the road construction should commence to coincide with their on-site work.

The environmental requirements for the off-site work were discussed at length and we advised them that the Department would make an environmental assessment of the off-site improvements using FHWA criteria. This assessment will cover our normal contacts. When the environmental assessment has been completed by the

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Mr. H. M. Shaver, Jr.
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Department, it will be turned over to CIA for their administrative approval and for attachment to their present environmental assessment.

Once the design of the project is underway and the preliminary plan on the selected alternative has been approved by VDHT, the CIA will hold a citizen meeting with the people in the area to discuss the project. This meeting will be conducted by CIA personnel, however, the roadway consultant will attend to provide back-up assistance on any questions regarding the proposed design. The CIA requested that elevation views for the project be prepared by the consultant for use at this meeting. The environmental assessment will have to be completed prior to the holding of this meeting.

The "Scattergood Thorne" property which is located west of the CIA entrance is set up as a life estate and no right of way can be gotten from this property to accommodate the roadway improvements. This restriction may necessitate the use of retaining walls along the south and east sides of the "Scattergood Thorne" property.


Coordination between the on-site and off-site improvements needs to be included in the roadway consultant agreement since interfacing between the two projects is necessary. This interface will primarily deal with construction coordination and maintenance of traffic during construction.

Since the proposed road improvements are being sponsored by CIA, we do not feel it is necessary for the Department to hold a public hearing. The CIA citizen meeting will advise the people in the area what is proposed and present them with an opportunity to give their views. The CIA has previously met with the local citizens to discuss their master development plan.

As soon as the accounts receivable number is received from Mr. Keith, I would recommend that you appoint a committee to select the consultant in accordance with DPM 6-8 and that we proceed with whatever in-house work that can be accomplished prior to executing an agreement with a consultant.

Since the Department does not have any funds in this project, and all costs are being reimbursed by CIA, it would appear that our commissioner could execute the consultant agreement without having commission approval. If you agree with this, please check with management to see if this is satisfactory.

I will be glad to discuss the above with you at your convenience.

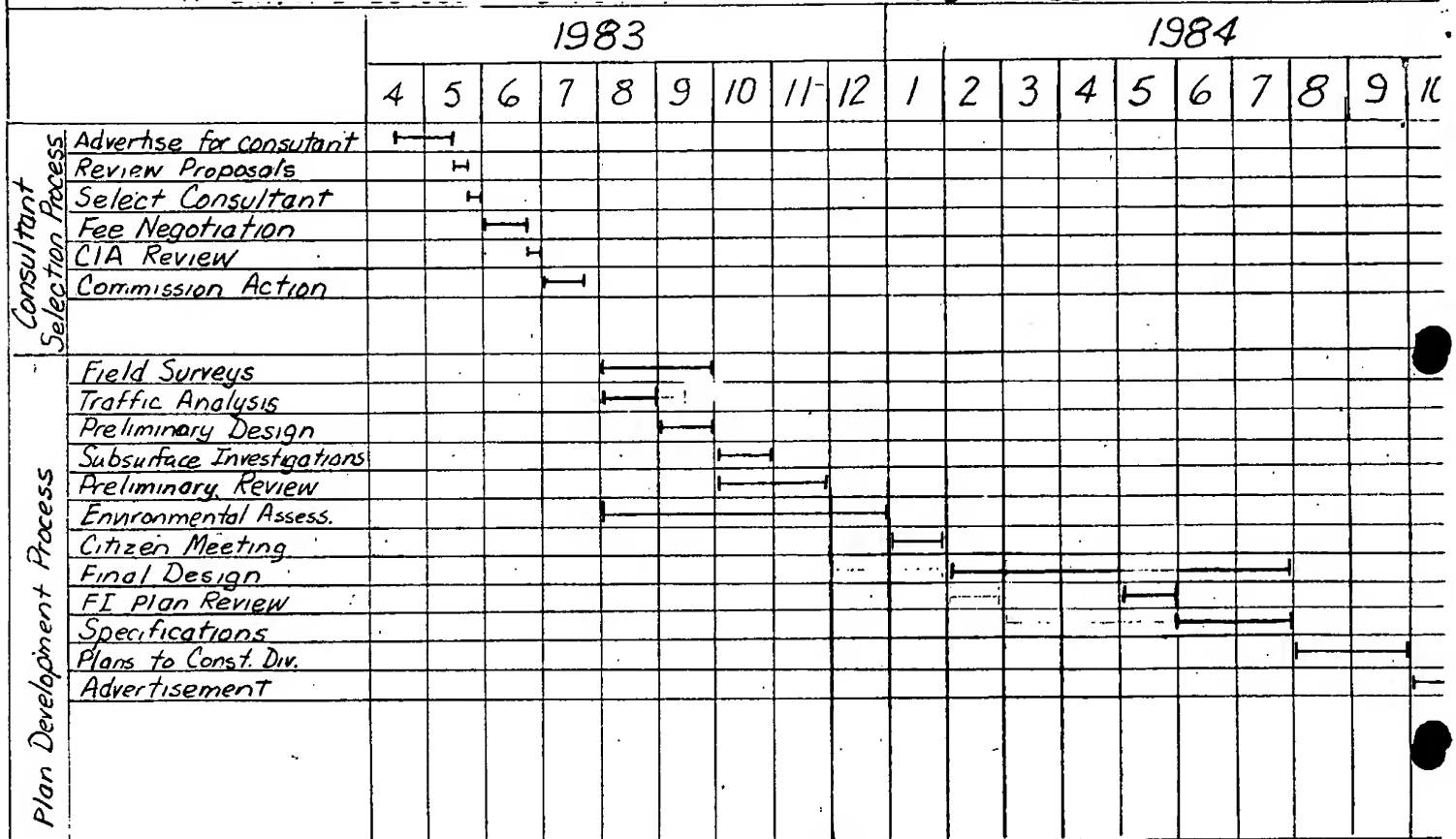

R. A. Mannell
Highway Engineering
Programs Supervisor

SRC:ch

cc: Mr. J. S. Hodge
Mr. D. E. Keith
~~Mr.~~ Dan King - CIA

CIA

Mr. Jerry Shiplett - GSA
Mr. R. L. Hundley - w/enclosure
Mr. F. G. Sutherland - Mr. R. C. Lockwood
Mr. D. D. Harris



With Enviromental Assessment & Citizen Meeting

Revised 4-1-83